

## **Indoor General Rental Waiver**

Indoor General Rental Waiver:

Reservations must be made by an individual 18 years of age or older. The permit holder or an approved/designated alternate person must be present at all times during the reservation.

All persons or organizations using a facility must abide by all municipal regulations. Any rule violation may result in removal from the facility.

**CANCELLATION POLICY:** In the event of a cancellation, the credit/refund policy is as follows:

Cancellations requested with a minimum of 30 day notice prior to event date will be refunded 100% of the rental fees.

Cancellations requested between 30 days to two weeks prior to event date will receive 50% of the rental fees.

Cancellations requested with less than two-weeks prior to the event date will not receive a refund.

To process your request, contact Parks and Recreation Office at 480-503-6200 between 7am-6pm M-TH.

Additional fees, surcharges and/or special circumstance deposits may be assessed to individuals or groups requiring special accommodations (i.e. larger groups, after hour rentals) resulting in out-of-pocket costs to the department or Gilbert. Staffing fees will be assessed based on a fully loaded costs.

The rental permit shall also constitute an indemnity to the Town of Gilbert from the applicant for any and all damage(s) to the facility by any person or persons attending the affair, and all liability and damage to any person or person(s) for injuries, including death. The applicant does hereby agree to pay the Town of Gilbert within ten (10) days from the date of such use for any and all loss, breakage, or need for repair of any piece of furniture, equipment or portion of the facility.

The rental permit is issued with the understanding that the permittee will be held responsible for his/her organization or group adhering to the Town of Gilbert public facilities use regulations. Prior to using the facility the permittee shall inspect the facility and notify Town of Gilbert of any unsafe conditions. The Town of Gilbert is not responsible for lost, stolen, damaged, or misplaced property.

The Town reserves the right to revoke the permit at any time without fault for failure to comply with the terms herein.



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**PARKS & RECREATION**

I have read the Facility Rental Rules and Regulations and will ensure, as the responsible party of the meeting/event, all members in charge will also read and adhere to these policies, and agree that by proceeding with my reservation and payment that I agree to indemnify the Town as outlined above.